**TECHNOLOGY SERVICES BOARD
DEPARTMENT OF TECHNOLOGY SERVICES**

**PUBLIC MEETING MINUTES
NOVEMBER 16, 2005**

The Technology Services Board met in open session, pursuant to the provisions of the Bagley-Keene Open Meeting Act, at 10:00am, at the Department of General Services' Auditorium, East End Complex, located at 1500 Capitol Mall, Sacramento, California, 95815.

AGENDA:

1. **Chairman Clark Kelso called the meeting to order at 10:00 a.m.**

   Member roll call was completed.

   > Present:
   > Clark Kelso, Governor's Designee, Chairman
   > Steve Westley, Controller (Dave Dawson)
   > Michael C. Genest, Department of Finance (Fred Klass)
   > A. G. Kawamura, Department of Food and Agriculture (Mike Hetrick)
   > Dr. Alan C. Lloyd, Environmental Protection Agency (Dr. Shankar Prasad)
   > Kim Belshe, Health and Human Services Agency
   > Victoria Bradshaw, Labor and Workforce Development Agency (Rick Rice)
   > Mike Chrisman, Resources Agency (Don Wallace)
   > Fred Aguiar, State and Consumer Services Agency (George Valverde)
   > Thomas Johnson, Department of Veterans Affairs
   > Roderick Q. Hickman, Department of Corrections and Rehabilitation
   >   (Jeanne Woodford)
   > Henry Renteria, Office of Emergency Services (Frank McCarton)

   > Absent:
   > Sunne Wright McPeak, Business, Transportation and Housing Agency

2. **Consideration of September 28, 2005 TSB Meeting Minutes**

   Chairman Kelso called for adoption of the September 28, 2005, Technology Services Board Meeting minutes. A motion to approve the minutes was made, seconded, and unanimously approved.

3. Chairman Kelso Report

Chairman Kelso advised that the Board would like more documentation in support of agenda items and earlier distribution of such material in the future. He also suggested that Board members may want individual briefings prior to Board meetings.

State Information Technology Strategic Plan Update:

Chairman Kelso indicated that the Strategic Plan was originally put together with input and collaboration across government and formally adopted in October, 2004 by the IT Council. The plan, submitted and approved by the Governor's Office at the end of 2004, is intended to guide, in general terms, the Executive Branch's investments and initiatives in IT for the years 2005-2009.

The Chairman provided a detailed presentation of the Strategic Plan's Six Goals:
1) Increased accessible services to the public;
2) Development of common business applications within departments within government;
3) Improved security and privacy protection;
4) Lowering costs and better performance of IT itself;
5) Rebuilding the State's technology workforce; and,
6) Adopting technology governance structure.

State Portal:

P. K. Agarwal, Director, Department of Technology Services, provided background on this agenda topic by addressing the criticality of California's State Portal in providing customer service to the State and how it currently compares with other states.

Chairman Kelso acknowledged the consideration given to investing in the State's Web presence during the first version of the Strategic Plan. As a result, the Portal Steering Committee, a purely advisory body, comprised of members from both large and small departments, was formed to guide the development of a new State Portal. The Portal Steering Committee has made five recommendations, which were addressed.

4. Budget Approval

P. K. Agarwal proposed a total operating budget of $243 million, with which the Department of Finance agreed and had no issues. Chairman Kelso made a motion to accept the proposed budget, which was seconded and approved without any dissenting votes.

5.   **Director's Report**

Consolidation Update:
Director Agarwal presented a consolidation update that included information on overall consolidation efforts and the rate consolidation project. Overall consolidation efforts are moving forward and are expected to be completed ahead of schedule.

A rate consolidation project is underway to analyze current rate structures and methodologies, and then develop recommendations for a single-rate structure. Upon completion of the analysis and adoption of recommendations, a new single-rate structure will be implemented.

Network Unification Update:
The DTS is proceeding with a study to establish the business value of consolidating the telecommunication networks of the DTS Cannery and Gold Camp campuses and the Department of Transportation.

New Enterprise-wide Services:

> **Citrix –** Server-based computing is emerging as the new model to centralize secure desktop services, of which Citrix is one of the market leaders. The DTS is starting a customer survey, doing a feasibility study, and having it ready by April, 2006.

> **E-Mail –** The DTS is trying to create an infrastructure that will scale up to 100,000 mailboxes. In 2006 the department intends to publish enterprise-wide e-mail as an available service, at a fixed monthly fee for different levels of service.

> **CalNET Administration Fee Reduction –** As the DTS' customer base grows and its costs remained fixed, it can continue to pass savings on to customers. Through the course of the consolidation, additional savings are being realized and the DTS expects it can reduce the administrative fee collected from CalNET vendors on behalf of the DTS by $3 million.

6.   **Information Technology Governance Process – Secretary Johnson**
Secretary Johnson removed this item from the agenda and referred it to the Undersecretary Meeting for discussion and input at its next meeting.

7.   New Agenda Items

No new items were added to the agenda.

8.   Public Comment

There was no public comment.

9.   Meeting Adjournment

The meeting was adjourned at approximately 11:50 a.m.